

INTERAGENCY CLASSIFICATION REVIEW COMMITTEE
WASHINGTON, D.C. 20408

June 14, 1974

MEMORANDUM FOR:

JOHN S. WARNER
GENERAL COUNSEL
CENTRAL INTELLIGENCE AGENCY

SUBJECT:

AMENDMENT NO.2 TO FEBRUARY 27, 1973,
LETTER OF INSTRUCTIONS RE:
QUARTERLY REPORTS TO THE
INTERAGENCY CLASSIFICATION
REVIEW COMMITTEE (ICRC).

Effective immediately, the ICRC has amended in its entirety paragraph 3 of Attachment #2, Report of Classification Abuses, of the subject Letter of Instructions. The revised paragraph is as follows;

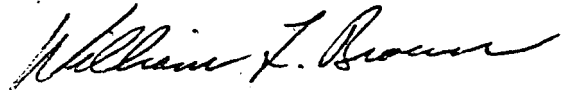
"3. Report Basis and Scope. The term "classification abuse" means an unnecessary classification, an over- or underclassification, a failure to assign the proper downgrading and declassification schedule, an improper application of classification markings, an improper placing of a document in an exempt declassification category, any classification or exemption action taken without proper authority, or an improper delegation of classification authority. A reportable abuse shall mean any of the actions described above except any such action which results exclusively from a decision on a judgmental factor as to which there exists a reasonable and good faith basis for disagreement. Such abuses becoming known during the reporting period, including abuses becoming known as the result of an appropriate Departmental inspection program, shall be reported."

The purpose of the above revision is to provide a clearer understanding of the classification abuse reporting requirements. It is anticipated that this more meaningful and workable requirement will result in more complete reports which accurately reflect the types of classification abuses being committed within the various departments. This, in turn will allow both the reporting agency as well as the ICRC

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to take appropriate corrective measures pursuant to the requirements of Executive Order 11652 and the implementing National Security Council Directive of May 19, 1972.

It is apparent from the unrealistically low number of classification abuses being reported to the ICRC that many departments are not fully utilizing their respective inspection programs. It is imperative that these programs become workable adjuncts to each departmental organization.



WILLIAM L. BROWN
Executive Director

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